

## Requirements for Small Waterworks on Monthly Monitoring

### WHO DOES THIS FACTSHEET APPLY TO?

ALL WATERWORKS REGARDLESS OF SOURCE, THAT SERVE **1,000 OR FEWER PEOPLE** and collect at least one routine total coliform (TC) SAMPLE MONTHLY.

### RTCR

#### What to Do?

##### Step 1

Develop/update your bacteriological sample siting plan (BSSP).

##### Step 2

Collect your drinking water samples.

##### Step 3

Review sample results and follow-up as necessary.



### Additional RTCR Factsheets:

- Requirements for Small Waterworks on Quarterly Monitoring
- Requirements for Seasonal Waterworks
- Repeat Monitoring Requirements for Small Waterworks
- Level 1 & Level 2 Assessments and Corrective Actions

#### ATTENTION!

All waterworks must comply with the RTCR requirements starting April 1, 2016.

- ✓ Are you a waterworks owner? To contact the appropriate ODW field office, go to: <http://www.vdh.virginia.gov/odw> and search using the “**Contact Information**” Tab

### STEP 1: DEVELOP/UPDATE YOUR BACTERIOLOGICAL SAMPLE SITING PLAN (BSSP)\*

**Contact your ODW field office for assistance.**

- **DEVELOP A BACTERIOLOGICAL SAMPLE SITING PLAN (BSSP) AND HAVE IT READY FOR USE BY APRIL 1, 2016.** If you already have a bacteriological sample siting plan (BSSP) for the Total Coliform Rule (TCR), update this plan to meet the requirements of the RTCR.
  - **LIST THE LOCATIONS WHERE YOU WILL TAKE YOUR SAMPLES (ROUTINE AND REPEAT):** Also include triggered and source water sample sites.
  - **INCLUDE YOUR ROUTINE COLLECTION SCHEDULE:** For example, “One (1) routine total coliform sample will be collected every month.”
  - **UPDATE TO REFLECT CHANGES AT YOUR WATERWORKS:** The BSSP is a living document and must be updated to reflect changes at your waterworks such as: major changes in population; a new or additional water source; or expansion of the distribution system.

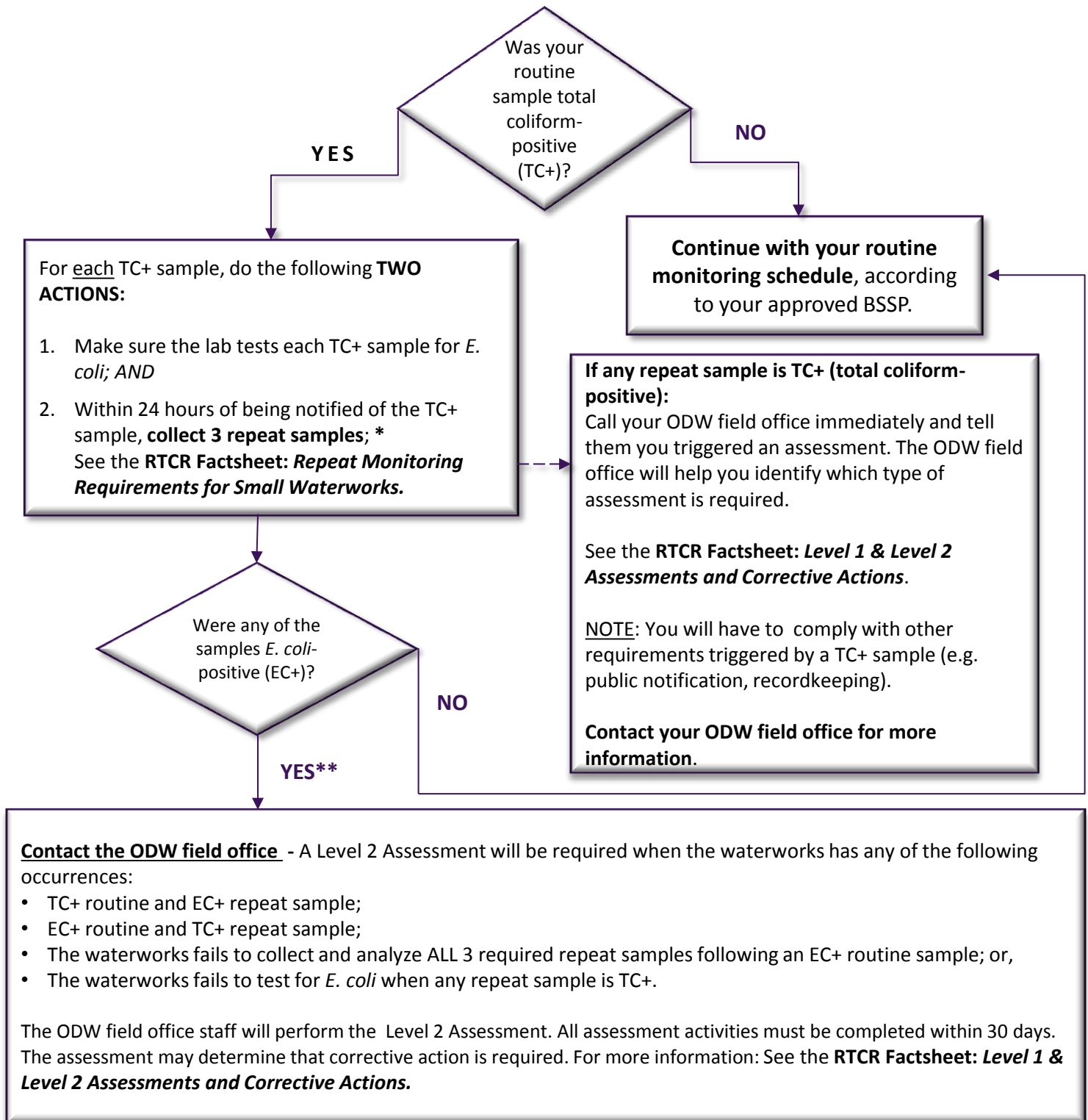
### STEP 2: COLLECT YOUR DRINKING WATER SAMPLES Know your RTCR routine sampling requirements.

- **COLLECT AT LEAST ONE 100 ML** routine drinking water sample every calendar month.
- **IMMEDIATELY SEND YOUR SAMPLE TO DCLS (STATE LAB) OR TO A STATE-CERTIFIED LAB** that performs total coliform drinking water analyses.
  - Remember the lab must begin analyzing the drinking water sample no later than the 30<sup>th</sup> hour from the collection time.
  - If necessary, ship the sample overnight (cooled to about 4° to 10° C) using ice or ice packs (e.g., “blue ice”) to maintain the temperature during transit. Consult with your lab on the “transport protocol”.

#### NOTE

- \* The BSSP is subject to review and revision by the ODW field office.

## STEP 3: FOLLOW-UP ACTIONS REQUIRED AS A RESULT OF YOUR SAMPLING



### NOTES

\* If you are missing any routine or repeat sample results, contact your lab and/or check with your ODW field office.

\*\* Call your ODW field office on the same day you learn of the EC+ result, or by the end of the next business day, and tell them you received an EC+ result.